



# Browning Building (A-frame) Rental Application

Applicant must be at least 21 years of age to rent the building.

Name of Group: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ # People Expected: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Date of rental: \_\_\_\_\_ Alternative Date: \_\_\_\_\_ Start time: \_\_\_\_\_ End Time: \_\_\_\_\_

**Times listed must include set-up and clean-up time. Building hours are from 10:00 am-10:00 pm.**

Please select all that apply:

- ☐ \$120.00 Pine Room (with fireplace)
- ☐ \$200.00 Browning Building
- ☐ \$50.00 Kitchen Rental (Must rent the building also)

Capacity of building	Entire Bldg	Pine Room
Standing	241	146
Theatre (Chairs only)	137	75
Lecture (Chairs one side of table)	75	40
Banquet (Tables and chairs)	120	80

**All fees including a \$200 security deposit must be Submitted with this application.**

Processing fees (See Rules and procedures for details): Refunds: \$4.00, Transfers: \$10.00, Returned Checks: \$25.00

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A signed and dated A-frame rental agreement must also be submitted with this application. Photo identification required at time of key pick-up.

## OFFICE USE ONLY:

Date received: \_\_\_\_\_ Rules Sheet Signed: \_\_\_\_\_ ID received: \_\_\_\_\_

Method of payment: \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_ Key Number: \_\_\_\_\_

☐ Cash

☐ Check # \_\_\_\_\_ (Checks made payable to "Frederick County Treasurer")

☐ Credit Card (Card Type: ☐ Visa ☐ Master Card ☐ Discover)

Credit Card #: \_\_\_\_\_ • \_\_\_\_\_ • \_\_\_\_\_ Expiration Date: \_\_\_\_\_

## Mail or fax to:

**Frederick County Division of Parks & Recreation**  
118 North Market St.  
Frederick, MD 21701  
Phone: 301-600-1646 • Fax: 301-600-2595